

PROFILE

SUMMARY:

- Practical business experience combined with a science background fulfilling degree coursework in Chemistry
- Proven ability to work individually and in teams to research, gather and analyze data
- Flexible and adaptable to changing fast-paced environments
- High level of professionalism, integrity, and work standards

EDUCATION:

MERRIMACK COLLEGE

North Andover, MA

Bachelor of Science Degree, May 2003

*Concentration: **Chemistry***

Bachelor of Arts Degree, May 2000

*Concentration: **Sociology***

WORK

EXPERIENCE:

Sept 2003-Present

SENSOR TECHNOLOGIES, INC.

Shrewsbury, MA

Chemistry Research Associate

- Prepare chemistries used in making sensor beads
- Generate and examine sensors employing fluorescence spectroscopy
- Perform protein, dye and sugar assays using UV/VIS spectrophotometry
- Carry out titrations on ricin using fluorescence correlation spectroscopy
- Statistical analysis of experimental data

March 2003-Aug 2003

MASSACHUSETTS STATE POLICE CRIME LABORATORY

Sudbury, MA

Intern / Evidence Control Case Resolution Unit

- Contacted District Attorneys and Police Departments to update them on the status of their cases and to gather information from them
 - Assisted in the gathering of case files to fulfill the National Institute of Justice's No Suspect Backlog Reduction Grant
 - Tracked case files (In accordance with File Retrieval Team Guidelines)
 - Conducted inventories of file locations
 - Assisted in the Admin Unit as requested
 - Observed in the Evidence, Criminalistics, DNA, Drug, Trace, Toxicology, and Bomb/Arson Units
- Certified in Buccal/Saliva DNA collection*

Aug 2000-Nov 2002

WORLD COM

Boston, MA

Sales Assistant / Emerging Markets Division

- Provided administrative and clerical support to 25 member department including Regional Director and 2 Sales Manager
 - Gather, sort, and amass information for weekly and monthly sales reports
 - Interpret daily tracking reports for customers
- Received award for Excellence June 2001 from Regional Vice President*

1996-Jan 2000

MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Cambridge, MA

Office Assistant / Safety Office

- Provided support services to 15 staff
- Assisted with Workers Compensation Program and Emergency Response Training
- Maintained Material Safety Data Sheet files
- Helped coordinate Emergency Action Plans and Safety Coordinators for all departments on campus

1998-1999

ABERCROMBIE & FITCH

Salem, NH

Sales Associate

- Assisted customers with purchase selections
- Maintained inventory-control procedures and merchandise displays

COMPUTER

SKILLS:

IBM Microsoft Word, Excel, PowerPoint, Access, Origin, LIMS, Macintosh, Internet, E-mail